

Meeting of the ADA Commission

Minutes

Tuesday, January 12, 2021, 6:00 pm,

Attending members: Denise Shea, Elijah Tucker, Catherine Evans

Attending guests: Amy Loveless(COA), Justin DeMarco(DPW), Amy Collins, and Noah Vawter

1. **Call to order:** Denise called the meeting to order at 6:05. Elijah seconded.
2. **Public Comment:** Amy Collins and Noah Vawter introduced themselves as residents interested in hearing more about the ADA and what we are doing.
3. **Reports**
 - a. Chair's Report: Nothing to report
 - b. Member's Report: Denise brought to the ADA's attention accessibility issues at the Maynard Post Office. There is a ramp, but the door does not have an assistance switch for automatically open it. Also, the mailboxes on the outside of the building are located on a higher platform, putting them up and out of reach. Denise will be reaching out to the PostMaster to see if any plans to remedy the problem are in the works. Justin suggested that the State Architectural Access Board would be his suggestion to approach about the matter. A quick search by Noah revealed that the U.S. Access Board works to get post offices ADA compliant.
4. **Consent Agenda** (Commission may vote)
 - a. Review Minutes of December 8th: Denise moved to accept the minutes. Catherine Evans seconded. All were in agreement.
 - b. Mission Statement
(<https://docs.google.com/document/d/1BQBq7HPAsQRIM9OEHDVqK7jqgNaU8gNgKBDiFdfqx0I/edit?usp=sharing>)
Denise asked about the usage of the term "citizen" and asked if it might be replaced. It was determined that this would need to be a question asked of the Town Administrator, Greg Johnson, and Maynard's Legal Counsel. Other suggested edits will be made in the document.

- c. Commission By-Laws: In progress. Elijah is putting together the by-laws based on other local ADA/DOD. He should have something for review by the March meeting.
- d. Disability Non-Discrimination training: Jeff Dougan will be joining us on February 9, 2021, at 6 pm to continue our training.
- e. Coolidge Park: Justin had his team inspect the park. A new buckle has been ordered for the accessible swing, and it will be fixed when the part arrives.

A quote for a study has gone out to have Maynard's playgrounds inspected, which will include looking at ADA requirements. The results of this study will help Maynard complete its transition plan.

- f. Transition plan

(<https://www.townofmaynard-ma.gov/wp-content/uploads/2020/11/ada-transition-plan-2018.pdf>)

To complete the transition plan, Maynard will need to do a self-evaluation. Caitlyn Young (Maynard's Conservation Agent) knows where the gaps are in the transition plan. Justin suggested we invite her to a future meeting to learn about the gaps, and get start getting our team of volunteers in place. Justin reminded us that state funding for ADA needs requires that the self-evaluation be complete. He suggested we begin recruiting our team of volunteers by reaching out to people who might be interested.

The discussion of the evaluation led to a question about where a list of complaints might be stored, added to, and updated. Amy Collins offered to set up a Google document (date, reporter, location of offense, other contact person). We are not sure if we can legally 1.) Have this kind of Google document, and 2.) Have a non ADA member work on this. It was proposed that we ask Jeff Dougan about how other communities document complaints.

5. Other Matters Properly Brought Before the Board (Commission may vote) (subject to additions): None

6. Set dates for a future meeting: February 9, 2021, 6:00 pm via Zoom.

7. Adjourn: Catherine Evans motioned to adjourn. Elijah seconded. All were in favor.

Approved on Tuesday, February 9, 2021, with a vote of 4 - 0

Respectfully Submitted,

Elijah Tucker

Elijah Tucker

Chair

Americans with Disabilities Act Commission

Maynard, MA 01754